



MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

May 23, 2023

Commissioners

Gail Patterson-Gladney, District 1
Mike Chappell, District 2
Kurt Doroh, District 3
Richard Godfrey, District 4
Randall Peat, District 5
Tina Leary, District 6
Paul Schincariol, District 7

Committee of the Whole Meeting

1. **Call to Order**
The Committee of the Whole meeting was called to order at 01:00 PM by Randall Peat, Chairman of the Board. Present: Patterson-Gladney, Chappell, Doroh, Godfrey, Peat, Leary and Schincariol.
2. **Additions/Deletions to the Agenda**
Add Item 8.C. HSW Building/Early Voting Center
3. **Approval of Agenda**
Motion to approve the agenda as amended.
Motion by Mike Chappell, Second by Kurt Doroh, Carried
4. **Approval of Minutes**
 - A. **May 9th, 2023 Committee of the Whole Minutes**
Motion to approve the minutes of the May 9, 2023 Committee of the Whole meeting as presented.
Motion by Gail Patterson-Gladney, Second by Mike Chappell, Carried
5. **Public Comment**
 - Kalli Marshall, Conservation District, presented the Summer 2023 Programs & Events flyer.
6. **Presentation**
 - A. **MSU Extension 2022 Annual Report**
District Director Julie Pioch presented the MSU Extension Van Buren County 2022 Annual Report. Janice Zerbe, Chris Imler, and Cheyenne Sloan also presented updates.
7. **Administrative Affairs**
 - A. **Brownfield Redevelopment Authority - Reappointment of Zach Morris - EXPEDITED**

The term of Zach Morris to the Brownfield Redevelopment Authority is expiring and a reappointment if requested.

Motion to approve by resolution at today's meeting of the Board of Commissioners, the

reappointment of Zach Morris to the Brownfield Redevelopment Authority for a three-year term expiring June 1, 2026.

Motion by Gail Patterson-Gladney, Second by Paul Schincariol, Carried

B. Brownfield Redevelopment Authority - Reappointment of Kate Strohauer - EXPEDITED

The term of Kate Strohauer to the Brownfield Redevelopment Authority is expiring and a reappointment if requested.

Motion to approve by resolution at today's meeting of the Board of Commissioners, the reappointment of Kate Strohauer to the Brownfield Redevelopment Authority for a three-year term expiring June 1, 2026.

Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

8. Buildings and Grounds

A. Animal Control Repairs

There is an option to purchase replacement kennels from an animal clinic that is closing and it is a better and less expensive option than repairing the existing kennels. These kennels would also be able to be utilized if a new facility was constructed. John Small is requesting authorization to negotiate a price that fits within the \$75k total project budget.

Motion to authorize John Small to negotiate a price for the replacement kennels at a price that fits within the \$75k total project budget.

Motion by Paul Schincariol, Second by Tina Leary, Carried

B. Donald Hanson Board of Commissioners Room

The Board Chambers were named the Donald Hanson Board of Commissioners Room in January, 2023. Efforts to obtain a plaque have not been successful. John Small is in the process of obtaining a decal for the entrance door instead.

C. Human Services West Building/Early Voting Site

County Clerk Suzie Roehm is requesting to utilize a conference room at the Human Services West Building in Hartford for a county-wide Early Voting Center. It would serve as an additional conference area as well. John Small estimates that the renovation costs would be approximately \$10k. Use of the former FOC location was discussed. Interim Administrator Faul directed to review the status of a possible USDA lease agreement for the HSW Building that was discussed under the previous administration.

Motion to approve the renovation of a conference room at the Human Services West Building, in an amount not to exceed \$10k, and allow use of the area for a county-wide Early Voting Center.

Motion by Gail Patterson-Gladney, Second by Tina Leary, Carried

9. Finance

A. Circuit Court - Family Division Contract Renewals

The child care fund audit is complete and the courts are requesting authorization for the Board Chair to sign Friend of the Court contracts.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, authorization for the Board Chair to sign Friend of the Court contracts.

Motion by Paul Schincariol, Second by Gail Patterson-Gladney, Carried

B. Legal Self-Help Center Grant

A \$10,650 grant from the State Court Administrative Office for the Legal Self Help Program has been awarded and requires the Board Chair's signature. The grant will fund desktops and printers for local libraries and train staff to navigate the Michigan Legal Help website.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, authorization to accept the Legal Self Help Program grant and for the Board Chair to sign the necessary documents.

Motion by Mike Chappell, Second by Gail Patterson-Gladney, Carried

C. 2022 Audit Deficiency Correction Plan Update

Finance Director Lorna Nenciarini advised the Board that the State is requiring the County to acknowledge and submit a Corrective Action Plan by June 2, 2023 in regards to the extended deadline audit submission.

Motion to acknowledge receipt of the Corrective Action Plan and submission to the Michigan Department of Treasury by June 2, 2023.

Motion by Paul Schincariol, Second by Richard Godfrey, Carried

10. Labor, Negotiations, and Contracts

A. Out of State Training- Prosecutor's Office

The Prosecutor's Office is requesting permission for Susan Zuiderveen and Rachel Keeley to travel to Texas for the Crimes Against Women & Children conference being held August 5-10, 2023. Funds are already allocated in the employee training budget.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, permission for the Prosecutor and Assistant Prosecutor to travel to Texas for a Crimes Against Women & Children conference to be held August 5-10, 2023.

Motion by Richard Godfrey, Second by Kurt Doroh, Carried

B. Salary Exception - Chief Deputy Drain Commissioner - EXPEDITED

The Chief Deputy Drain Commissioner position has been vacant for a year and the Drain Commissioner is requesting a salary exception to start a new employee at the non-union R26C step.

Motion to approve by resolution at today's meeting of the Board of Commissioners, the salary exception for the Chief Deputy Drain Commissioner to start at the non-union Step R26C.

Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

C. New County Administrator

The Board would like two more weeks to consider the candidates that were interviewed for the County Administrator position. Frank Walsh will be contacted and asked to let the candidates know that a final decision has not been made yet.

11. IT Department Update

A. IT Update

IT Director CJ Johnson provided an update on the department and changes since he became director.

12. Public Transit

13. Veterans Services

14. Public Comment

15. Adjournment

The meeting was adjourned at 02:52 PM.

Suzie Roehm, County Clerk